

APPENDIX B

SEWAGE SYSTEMS OPERATIONS GUIDANCE

B.1 SPILL/LEAK/OVERFLOW RESPONSE AND INVESTIGATION

Sewage incident response and investigation may involve a coordinated effort between staff from a number of different departments/agencies. These will include staff from sewer system maintenance and may involve street and road maintenance, if the incident is in the public right-of-way; storm drain maintenance, if the incident reaches the storm drain system; and LACDPW if the incident reaches the county storm drain system. When an incident is reported, staff shall at a minimum:

- Dispatch appropriate personnel to perform material cleanup.
- Contain the spill and minimize the release to the storm drain system or receiving waters.
- Record required information at the spill site.
- Perform field tests as necessary to determine the source of the spill.

Additional investigations of the sewer system should be conducted to determine the cause of the incident, and steps should be taken to prevent similar occurrences in the future.

Permittees who own and/or operate sanitary sewer facilities will be responsible for carrying out this prevention and response program. Therefore, Permittees who contract with the Los Angeles County Sanitation District (LACSD) or any other agency for collection, transmission and treatment of their wastewater flows should develop a cooperative policy with the agency, either formal or informal, that addresses similar spill/leak/overflow response procedures and protection of the storm drain system.

Any existing local standard operating procedures and spill response plans should be reviewed to confirm that the response to sewage overflows or spills contains the procedures discussed in Section 1 of this document. Where applicable, procedure changes should be made to protect the storm drain system from sewage spills.

B.2 PREVENTIVE AND CORRECTIVE MAINTENANCE

Routine preventive and corrective maintenance is one method to prevent sewage overflows from occurring. These procedures may reveal portions of the sewage system that have blockages or other problems. Existing sewer maintenance procedures and activities should be reviewed to make sure a procedure is documented and in place for identifying potential problems in the sewer system, reporting potential problems to the appropriate supervisor, and having problems repaired.

B.2.1 Identifying Potential Problems

During routine maintenance and inspection, crews observe portions of the sewage system on a regular basis. To identify potential problems, crews should note the condition of various structures and identify areas that need repair. Items to note may include the following:

- Cracked/deteriorating pipes
- Leaking joints/seals at manhole
- Line plugs frequently
- Line generally flows at or near capacity
- Suspected exfiltration
- Other

B.2.2 Reporting and Repairing Potential Problems

Potential problems noted in B.2.1 should be documented and reported to the appropriate manager or supervisor in charge of sewer system repairs. This manager or supervisor should be responsible for prioritizing and coordinating repair work.

There are three general priorities that may be used: immediate repair, scheduled repair, and capital improvement. The priority of the repair depends on the nature and severity of the problem.

- Immediate repair is for overflow that is currently occurring, or for urgent problems which may cause an imminent overflow. This may be the case for pump station failures, sewer line ruptures, sewer line blockages, etc. These repairs may be temporary until scheduled or capital improvements can be completed.
- Scheduled repair is for problems that do not require immediate attention, and are relatively simple to repair within the capabilities of available maintenance personnel. Examples include lubricating pump motors, sealing cracks, flushing sewer lines, repairing manholes, etc.
- Capital improvements are for large scale repair or replacement projects. Examples include rehabilitating sewer lines, constructing or replacing new pump stations, installing new sewer lines, etc.

B.3 CROSS-CONNECTIONS

To ensure that suspected cross-connections are investigated, Permittees should consider keeping detailed records and/or issuing permits for all sewer and storm drain connections and lines. This would create a permanent record of all known facilities. Information on both sewer connections

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and storm drain connections should describe where and when the connection was made and to what pipe the connection was made. Information on new sewer lines or storm drain lines should describe the alignment of the new sewer or storm drain line and when the line was constructed.

B.4 PUBLIC HEALTH AGENCY NOTIFICATION

In addition to notifying the public health agency with discretionary decision authority to close beaches, Permittees should contact the spill response phone number of any municipality where a sewage spill may discharge. A list of spill response telephone numbers is included as Attachment B1.

ATTACHMENT B1

24-HOUR SPILL RESPONSE TELEPHONE NUMBERS

Attachment B1
24-Hour Spill Response Telephone Numbers

24-HOUR SPILL RESPONSE TELEPHONE NUMBERS			
AGENCY	NUMBER	TIME	CONTACT
County of Los Angeles	(800) 303-0003	24 Hours	LACDPW
	(888) CLEANLA	24 Hours	LACDPW
Agoura Hills	818-597-7300	7am-6pm/M-TH	Public Works Department
	818-878-1808	Non-business Hours	Sheriff, Lost Hills Station
Alhambra	626-570-5070	7:30am-5:30pm/M-TH	Public Works
	626-570-5168	8am-5pm/F 24 Hours	Police Department
Arcadia	626-446-2111	24 Hours	Police Department
	626-446-6188	24 Hours	Fire Department
Artesia	562-865-6262	8am-5pm/M-F	Maria Lloyd or Code Enforcement
	562-866-9061 x290	Non-business	Sheriff, Lakewood Station
Avalon	310-510-0174	24 Hours	Sheriff Dispatcher
Azusa	626-812-3200	24 Hours	Police Dept., Watch Commander
Baldwin Park	626-960-1955	24 Hours	Police Department, Dispatch
Bell	323-588-6211	7am-6pm/M-TH	Public Works or Development Serv.
	323-585-1245	24 Hours	Police Dept., Watch Commander
Bell Gardens	562-806-7770	7:30am-5pm/M-TH	Public Works Department
		7:30am-4pm/F	
Bellflower	562-866-9061 x290	24 Hours	Sheriff, Lakewood Station
Beverly Hills	310-550-4985	24 Hours	Dispatch, Fire/Police

Attachment B1 24-Hour Spill Response Telephone Numbers

24-HOUR SPILL RESPONSE TELEPHONE NUMBERS			
AGENCY	NUMBER	TIME	CONTACT
Bradbury	626-285-7171	24 Hours	Sheriff, Temple City Sta., Watch Sgt.
Burbank	Streets, Gutters, Sidewalks, & Drains		
	818-238-3800	6:30am-4pm/M-F	Public Works Street & Sewer Maint.
	Parks, Trails, or Hillside Open Space		
	818-238-5343	6:30am-6:30pm/M-F	Parks and Recreation
	818-238-3000	Non-Business Hours	Police Dept., Duty Desk
Calabasas	818-878-4225 818-878-4242 818-591-9682	8am-5pm/M-F Non-business Hours	Public Works City Manager
Caltrans	213-897-0383	24 Hours	Communications Center
Carson	310-830-7600 310-830-1123	7am-6pm/M-TH Non-business Hours	City Hall/Street Maintenance Sheriff, Carson Station
Cerritos	562-916-1226 562-860-4018	8am-5pm/M-F Non-business Hours	Rod Posada, Maint. Super. Exchange
Claremont	909-629-9671	24 Hours	Fire Department, Dispatch
Commerce	323-881-2455 323-722-4805	24 Hours 8am-6pm/M-TH	Fire Department Public Services
Compton	310-605-5600	24 Hours	Police Dept., Watch Commander
Covina	626-858-4413	24 Hours	Police Dispatcher
Cudahy	323-773-5146 323-264-4151	8am-6pm/M-TH 8am-5pm/F 24 Hours	Community Services Dept. or City Manager's Office Sheriff, East L.A., Complaint Desk

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AGENCY	NUMBER	TIME	CONTACT
Culver City	626-458-3559	7am-5:30pm/M-TH	Joe Baiocco, LACDPW/illegal discharge
	310-839-1146	24 Hours	Fire Dept., Dispatch
Diamond Bar	909-595-2264	24 Hours	Sheriff, Walnut Station, Watch Deputy
Downey	562-861-9221	24 Hours	Fire Department
Duarte	626-357-7931	7:30am-6pm/M-TH	Emergency Response
	626-451-2078	Non-business Hours	Beeper number
	909-860-4470	Non-business Hours	Bill Ornelas, home number
El Monte	626-580-2080	24 Hours	Police Department
	626-580-2150	24 Hours	Fire Department
El Segundo	310-524-2300	24 Hours	Fire Department/Steve Tsumura
Gardena	310-323-7911	24 Hours	Fire Dispatch
Glendale	818-956-4800	24 Hours	Fire Department
Glendora	626-914-8250	24 Hours	Police Department
Hawaiian Gardens	562-420-2641	8am-5:30 pm M-TH	Public Works
Hawthorne	310-970-7052	24 Hours	Police Dispatcher
	310-970-7968	24 Hours	Fire Department
Hermosa Beach	310-524 -2750	24 Hours	Police Dispatcher
Hidden Hills	213-890-4317	8am-4:30pm/M-F	L.A. Co. Fire Department
	213-881-2455	Non-business Hours	Dispatch, Health HAZMAT

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AGENCY	NUMBER	TIME	CONTACT
Huntington Park	213-584-6253	8am-5pm/M-TH	City Engineer Department
	213-587-5211	Non-business Hours	Police Department
Industry	626-333-2211	9am-5pm/M-F	John Ballas or City Engineering
	Complaints in Road & Sewer Maintenance Jurisdictions - Call LACDPW Yard during Non-Business Hours		
	626-330-3322	Non-business Hours	Sheriff, Watch Commander
Inglewood	310-412-5491	6:30am-3:00pm	Sewer Dept.
Irwindale	626-962-3601	24 Hours	Police Department
La Cañada Flintridge	Complaints in Road & Flood Maintenance Jurisdictions – Call LACDPW Yard 24 Hours --		
	Other Calls: 818-790-8880	7am-5pm/M-TH 8am-5pm/F	City Hall/Public Works
	818-248-3464	24 Hours	Sheriff, Crescenta Valley Station
La Habra Heights	562-694-6302	7:30am-6pm/M-TH	City Hall (Call First)
	562-694-8283	Non-business Hours	City Volunteer Fire Dept.
Lakewood	562-866-9771 x2140	7:30am-5:30pm/M-F	Public Works
	562-866-9061 x290	Non-business Hours	Sheriff, Lakewood Station
La Mirada	562-943-0131 x250	7am-5pm/M-F	Environmental Services Dept.
	562-690-3845	10am-8pm/M-TH, & 10am-9pm/F-Sat,	Public Safety
	562-943-5512	12pm-8pm/Sun&Non-bus. Hours	L.A.County Fire Station 49
Lancaster	805-723-6211	7:30am-4:30pm/M-F	Maintenance Yard
	805-540-1579	Non-business Hours	Pager Number
La Puente	626-855-1500	8am-5pm/M-F	Dan Chadwick

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AGENCY	NUMBER	TIME	CONTACT
	626-330-3322	24 Hours	Sheriff, Watch Commander
La Verne	909-596-8741 909-596-1913	8am-6pm/M-TH Non-business Hours	Public Works Dept. or Dan Keesey Police Department
Lawndale	310-970-2160 310-671-7531 310-679-1131	7:30am-5:30pm/M-TH 24 Hours 24 Hours	Public Works Department Sheriff, Dispatch L.A. Co. Fire Dept., Hazmat
Lomita	310-534-6270 310-539-1661	8:15am-4:30/M-F 24 Hours	Gary Irwin or Code Enforcement Sheriff-complaint desk
Los Angeles or Refer Caller To:	213-847-4852 213-485-5500 800-974-9794	7am-4:30pm/M-F Non-business Hours 7am-4:30pm/M-F	Stormwater Mangement City Hall Operator L.A. City Hotline
Lynwood	310-603-0267 562-861-9221	7am-6pm/M-TH Non-business Hours	Engineering - Ted Semaan Fire Department
Malibu	310-456-2489 x264 818-878-1808	9am-5pm/M-F Non-business Hours	Public Works -Rick Morgan(24-hr) Sheriff - Emergency Only
Manhattan Beach	310-545-5621 x380 310-802-5303	8am-4:30pm/M-F Non-business Hours	Public Works Department Police Department
Maywood	323-562-5005	24 Hours	Police Department
Monrovia	626-359-9311 626-256-8000	7am-6pm/M-TH Non-business Hours	Engineering Department Police Department, Dispatch
Montebello	323-887-4613 213-887-4510	8am-5pm/M-F 24 Hours	Public Works Department Charlie Ford, HAZMAT Fire Dept.

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AGENCY	NUMBER	TIME	CONTACT
	213-887-1212	24 Hours	Cpt Mike Knight, Police Dept.
Monterey Park	626-307-1285 626-573-1311	8am-5pm/M-F 24 Hours	City Engineer Police Department
Norwalk	562-929-5511 562-863-8711	6am-6pm/M-TH Non-business Hours	Public Services Department Sheriff - complaints desk
Palmdale	805-267-5234 805-267-4300	8:30am-5pm/M-F Non-business Hours	Code Enforcement Division Sheriff
Palos Verdes Estates	310-378-4211 310-378-0383	24 Hours 7am-3:30pm/M-F	Police Department Public Works Department
Paramount	562-220-2002 562-866-9061 x290	7:30-5:30pm/M-TH Non-business Hours	Public Works Department Sheriff, Lakewood Station
Pasadena	626-881-2445	24 Hours	Police Department
Pico Rivera	562-949-2421	24 Hours	Sheriff - complaint desk
Pomona	909-622-1241	24 Hours	Police Department Dispatch
Rancho Palos Verdes	310-539-1661	24 Hours	Lomita Sheriff - complaint desk
Redondo Beach	310-379-5416	24 Hours	Fire Dispatcher
Rolling Hills	310-377-1521 310-539-1661	7:30am-5pm M-F 24 Hours	Code Enforcement Sheriff - complaint desk

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Rolling Hills Estates	310-377-1577	7:30am-5:30pm/M-TH 7:30am-4:30pm/F	City Hall
	310-539-1661	Non-business Hours	Sheriff - complaint desk
Rosemead	626-288-6671	7am-6pm/M-TH	Engineering Division
	626-285-7171	Non-business Hours	Sheriff, Temple City Sta., Watch Sgt.
San Dimas	909-394-6240	7:30am-5:30pm/M-TH 8am-5pm/F	Department of Public Works
	909-595-2264	Non-business Hours	Sheriff, Watch Deputy
San Fernando	818-898-1293	7am-5pm/M-F	Public Works Dept. Yard
	818-898-1267	Non-business Hours	Police Department
San Gabriel	626-308-2880	24 Hours	Fire Department (Call First)
	626-288-5050	24 Hours	Fire Department/Emergency
San Marino	626-300-0720	24 Hours	Police Department
	626-300-0735	24 Hours	Fire Department
Santa Clarita	661-222-7222	8am-5pm/M-F	Environmental Health
Santa Fe Springs	562-944-9713	8am-5pm/M-F	Fire Department, Santa Fe Springs
	562-868-1711	24 Hours	Fire Department, Downey Dispatch
Santa Monica	310-458-8533	6:30am-4pm/M-F	Wastewater
	310-458-2210	6:30 am-6pm/M-F	Industrial Waste
	310-458-8672	24 Hours	(illegal dumping) Fire Dept. Dispatch
Sierra Madre	626-355-1414	24 Hours	Police Department
Signal Hill	562-989-7200	24 Hours	Police Department

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AGENCY	NUMBER	TIME	CONTACT
South El Monte	626-285-7171	24 Hours	Sheriff, Temple City Sta., Watch Sgt.
South Gate	213-563-5400	24 Hours	Police Department
South Pasadena	626-799-1121	24 Hours	Police & Fire Dispatcher
Temple City	626-285-2171 626-285-7171	8am-6pm/M-TH 24 Hours	Public Services Sheriff, Temple City Sta., Watch Sgt.
Torrance	310-618-2870 310-618-5641	7:30am-5:30pm/M-TH- 24 Hours	Environmental Health Police Dept. - complaint desk
Ventura County	805-650-4064	7:30am-5:30pm/M-TH	Vicky Musgrove
Vernon	323-583-4821	24 Hours	Fire Dept.
Walnut	909-598-5241 909-594-7175	7:30am-5:30pm/M-TH 8am to 5pm/F Non-business Hours	Building & Safety Department Answering Service/Emergency
West Covina	626-814-8500	24 Hours	Police/Fire Department
West Hollywood	323-848-6475 213-855-8850 213-262-2111	8am-6pm/M-F Non-business Hours Non-business Hours	Environ. Services Div, Code Enforce. Sheriff, West Hollywood Station L.A. Co. Fire Department
Westlake Village	805-653-6597 818-878-1808	8am-5pm/M-F Non-business Hours	Westlake Village Public Works Sheriff, Lost Hills Station
Whittier	562-464-3561 562-695-5214	8am-5pm/M-F Non-business Hours	Public Works Department Whittier Pumping Plant II